

MINUTES  
AGENDA NO. 6  
WEST HARTFORD TOWN COUNCIL  
TUESDAY, FEBRUARY 27, 2018, 7:30 P.M.  
LEGISLATIVE CHAMBER, TOWN HALL  
2017-2019 TERM

1. MEETING CALLED TO ORDER 10:15 PM
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL COUNCILOR DODGE WAS ABSENT; ALTERNATE KATE FARRAR WAS PRESENT.
4. APPROVAL OF MINUTES

Councilor Kerrigan moved and Councilor Davidoff seconded to approve the Town Council Minutes on 2-13-2018

5. PUBLIC FORUM NO ONE SPOKE
6. CONSIDERATION OF CONSENT CALENDAR

Councilor Kerrigan moved and seconded by Councilor Davidoff to adopt Items 8-9 & 14-17.

UNFINISHED BUSINESS

7. Application on behalf of Ringgold Crescent Partners, LLC for Special Development District Designation for the 1.33 Acre Patrissi Nursery Site at 35 Ringgold and 34 Crescent Streets in the RM-1 Zone, to Remove the Existing Structures and Create The Townhomes at Ringgold Estates, a Community of 25 Townhomes in 5 buildings, Mark Lovley and Anthony M. Valenti, Members, and Co-Trustees of the Richard F. Patrissi Trust, owner. (20181)

***APPLICATION APPROVED WITH CONDITIONS: YES – 7; NO – 2; ABSTAIN – 0***

Councilors Cantor, Barnes, Davidoff, Kerrigan, Sweeney, Wenograd, and Alternate Farrar voted yes.  
Councilors Fay and Williams voted no.

**SDD #148  
35 Ringgold and 34 Crescent Street  
Conditions of Approval**

**1. Approval of Application**

The Town Council hereby finds that the proposed plan, as approved, will be:

- (a) In harmony with the overall objective of the Comprehensive Plan, as defined in Article I of this chapter.
- (b) Superior to a plan possible under the regular standards of the Town's zoning ordinances.
- (c) In harmony with the actual or permitted development of adjacent properties.

The application is hereby approved, subject, however, to the “Conditions of Approval” set forth below.

## **2. Conditions of Approval**

### **A. Official Plans**

Implicit in the approval of the Special Development District is the condition that the premises shall be used only in accordance with the official application materials, plans and associated exhibits related to the application as supplemented or modified by any amended plans and documents or representations submitted during the public hearing process. Any other use shall require the express approval of the Town Council in accordance with the Zoning Ordinances of the Town of West Hartford.

### **B. Premises Contact**

The Applicant shall provide the Town Planner, from time to time, as necessary, with the name (or title) of a person and a telephone number where that person can be reached or where messages for that person may be left, to act as a liaison between the Town and the Applicant. The identity of the party and the telephone number may be changed from time to time by notice to the Town Planner. If different individuals should be contacted regarding different aspects of operations within the area of the Special Development District, multiple contact people should be designated as necessary. This information shall also be provided to any adjoining property owner requesting same.

### **C. Solid Waste-Operational Condition**

Notwithstanding the provisions of West Hartford Code of Ordinances §94-5 and as proposed by the applicant, solid waste collection shall be the responsibility of the developer/condominium association.

Solid waste collection within the Special Development District shall be permitted between 10:00 a.m. and 3:00 p.m. on weekdays.

### **D. Special Site Use or Operational Requirements**

#### **1. Maintenance Plan**

The Applicant shall, prior to the filing of the Special Development District on the Land Records, submit for review and approval by the Town Manager or his designee, a yearly maintenance plan for the Special Development District. Said plan shall designate the individuals responsible for establishing maintenance objectives and an ongoing schedule of maintenance activities to ensure the aesthetic quality and cleanliness of the site. The maintenance plan shall include, but not be limited to, a timetable for all required installation and maintenance activities with respect to plantings, landscaping and screening, sidewalks, lighting, signage, storage, refuse and litter control, building exteriors and other site amenities proposed in the plans. The maintenance plan shall also contain provisions dealing with snow removal from those pedestrian walkways for which the Applicant is responsible. Specifically, the snow removal plan shall call for the removal from required walkways of all snow or ice deposits so as to render those walkways safe for pedestrian passage at all times. Accumulated snow which is stored on-site shall not encroach into or damage required landscaped areas, parking spaces or vehicular travelways.

2.      Landscaping and Fencing

Applicant will maintain all landscaped areas including mowing, weeding and brush removal and be responsible for replacement of plantings where necessary.

3.      Site Lighting

All outdoor lighting shall be down-shielded so as to prevent glare onto adjoining properties.

**E.      Signage and Crosswalk**

The Applicant will reimburse the Town for the cost of materials and installation of a crosswalk and associated signage at the intersection of Ringgold Street and Park Road. The Applicant will also work with Town staff to identify any additional traffic signage which may be required on Ringgold or Gillette streets and to install said signage at its own expense.

**F.      Relocation of Ringgold Street**

The proposed project will require the Town to relocate a portion of the improvements within Ringgold Street approximately five feet to the east. As a result, the Applicant agrees to reimburse the Town for the costs associated with the Town's relocation of the following: 420 feet of sidewalk on Ringgold Street; a double driveway apron on Ringgold Street; 20 feet of sidewalk on Gillette Street; the pedestrian ramp at the intersection of Ringgold Street and Gillette Street.

**G.      Drainage Easement**

Prior to completing the sale of the first unit to a resident, the developer shall convey to the Town of West Hartford an easement for drainage purposes as shown on the approved plans.

**H.      Condominium Documents**

The Declaration of Condominium shall contain provisions: (1) limiting each unit owner to parking two vehicles on site, exclusive of transient guests or invitees; (2) acknowledging the obligation of the condominium association to provide refuse collection notwithstanding the provisions of West Hartford Code of Ordinances §94-5 and prohibiting the use of dumpsters for the collection of refuse; and (3) requiring approval of the Board of Directors prior to the rental of any unit. The Declaration of Condominium shall be reviewed by the Office of Corporation Counsel prior to recording to ensure compliance with this condition.

**I.      Park Entrance Enhancements**

The Applicant will work with Town staff to develop enhancements to the entrance to Kennedy Park at the southern end of Ringgold Street, which the Applicant agrees to install at its own expense.

**J.      Fire Pit**

The fire pit shown within the open space area shall be deleted from the final plans.

**K.      Utilities to be underground**

Any new electrical, telephone, cable television and other utility services shall be placed underground.

#### **L. Computer Media Information**

All mapping and construction plans shall be prepared in electronic format using the Connecticut Geodetic System for inclusion into the Town's Geographical Information System.

#### **M. Final Plan Review**

Implicit in the SDD approval is the requirement that the record plans and exhibits establish the minimum standard of design and improvement for this project. As specific drawings for the project are prepared, refined and detailed, the filed SDD plans and exhibits shall serve to identify the major standards for the quality of design and improvements. The Town Planner in cooperation with Town staff, including but not limited to the Fire Department and the Community Services Department, shall coordinate the final review and approval of the project design to insure compatibility and consistency with the Special Development District Plans approved by the Town Council. No building permit shall be issued and construction shall not begin until all appropriate Town Departments have reviewed and approved the plans as submitted to the Town.

#### **N. Final Plans**

Final plan submissions and supporting documents shall address the Town Council conditions of approval.

#### **NEW BUSINESS**

8. Resolution Appropriating \$75,000 in the Fiscal Year 2017-2018 Budget of the General Fund for Preparation of the Town's Plan of Conservation and Development. (1363)

Councilor Kerrigan moved and seconded by Council Davidoff to adopt.

**ADOPTED, 8-0**

**WHEREAS**, the Town of West Hartford is required by State law to adopt a Plan of Conservation and Development at least once every ten years, and

**WHEREAS**, the estimated cost to prepare such document is approximately \$75,000, and

**WHEREAS**, said funds are available in the contingency account of the fiscal year 2017-2018 General Fund budget and the Town wishes to utilize these funds for this purpose,

#### **NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN COUNCIL OF THE TOWN OF**

**WEST HARTFORD** hereby authorizes the appropriation of \$75,000 from the General Fund contingency account for the purpose of preparing the Town's Plan of Conservation and Development and amends the fiscal year 2017-2018 General Fund budget as follows:

#### **Reduce appropriation:**

01-911000-90000-4052	Contingency	\$75,000
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#### **Increase appropriation:**

01-300500-20305-2070	Professional Services	\$75,000
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9. Resolution to Appropriate \$7,985 in the Drug Enforcement Fund for the Purchase of Equipment. (1099) Councilor Kerrigan moved and seconded by Council Davidoff to adopt.

**ADOPTED, 8-0**

**WHEREAS**, the Town of West Hartford has a Drug Enforcement Fund to account for the drug enforcement activities of the West Hartford Police Department, and

**WHEREAS**, the fund receives proceeds from the State and Federal governments for drug asset forfeitures and earns interest income on the fund's available cash, and

**WHEREAS**, at the end of each fiscal year the un-appropriated revenues and the unexpended appropriations in this fund are available for appropriation in the following fiscal year, and

**WHEREAS**, the Police Department is in need of renewing and upgrading current services and capital equipment that qualify as eligible expenditures under the guidelines established by the Drug Enforcement Administration of the United States Department of Justice, and

**WHEREAS**, said cell phone forensic equipment and software consists of a Cellebrite IFED4PC (F-UFD-03-018) with updated software and license renewal (A-SOW-11-003), and forensic static free workbench, BenchPro KDC-6 with LisStat ESD Laminate,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST HARTFORD** that the Fiscal Year 2017-2018 Drug Enforcement Fund budget is hereby amended as follows:

ESTIMATED REVENUES:

20-220305-20406-9399	Fund Balance	\$7,985
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APPROPRIATIONS:

20-220305-20406-3202	Capital Equipment	\$7,985
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10. REPORTS OF TOWN MANAGER

Town Manager Matthew W. Hart presented his report to the Council.

11. ANNOUNCEMENTS

Upcoming events were reported by Mayor Cantor.

12. REPORTS OF CORPORATION COUNSEL NONE

13. APPOINTMENTS

Pension Board:

Alan Lebow appointed as a member for a term ending 12-31-2022

Commission on Veterans' Affairs:

Adam Raider appointed as a member for a term ending 12-31-2020

Town Plan & Zoning Commission:

Andrea Gomes appointed as alternate member for a term ending 12-31-2022

Senior Citizens' Advisory Commission:

Linda Hanson reappointed as a member for a term ending 12-31-2022

Ellen Phillips reappointed as a member for a term ending 12-31-2022

Robert Kennedy, Jr. reappointed as a member for a term ending 12-31-2022

REPORTS OF STANDING OR SPECIAL COMMITTEES

14. From Town Plan & Zoning re 35 Ringgold St/34 Crescent St Recommending Approval.

Councilor Kerrigan moved and Councilor Davidoff seconded. RECEIVED

15. From Design Review Advisory Committee re 35 Ringgold St/34 Crescent St Recommending Approval.

Councilor Kerrigan moved and Councilor Davidoff seconded. RECEIVED

16. From Inland Wetland and Watercourses Agency re 35 Ringgold St/34 Crescent St Recommending Approval.

Councilor Kerrigan moved and Councilor Davidoff seconded. RECEIVED

17. Minutes from Finance Budget Personnel Committee 02-14-2018.

Councilor Kerrigan moved and Councilor Davidoff seconded. RECEIVED

18. CONSENT CALENDAR ADOPTED

COMMUNICATIONS

19. From Patricia Groves (02-15-2018) resigning from Advisory Commission for Persons' with Disabilities. (321) RECEIVED

20. PETITIONS NONE

21. EXECUTIVE SESSION NONE

22. SUSPENSE ITEMS: Resolution Authorizing Execution Of Infrastructure Improvement Easement With Kingswood-Oxford School LLC for Trout Brook Drive.

Councilor Kerrigan moved and seconded by Council Davidoff to adopt.

**ADOPTED, 8-0**

23. Resolution Authorizing Execution Of Infrastructure Improvement Easement With Kingswood-Oxford School LLC for Trout Brook Drive.

**WHEREAS**, the Town of West Hartford periodically makes roadway improvements, repairs and performs related roadway work; and

**WHEREAS**, certain roadway improvements on Trout Brook Drive, abutting and on Kingswood-Oxford School property require an easement in favor of the Town of West Hartford before West Hartford can perform the roadway improvements, repairs and related work; and

**NOW, THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF WEST HARTFORD THAT** the attached easement is accepted on behalf of the Town of West Hartford; and

**BE IT FURTHER RESOLVED THAT** this Council hereby authorizes the Town Manager to execute said easement and any other ancillary documents that may be necessary to effectuate the same.

24. ADJOURNMENT

Councilor Kerrigan moved and Councilor Davidoff seconded to adjourn the meeting at 11:07 p.m.

*Essie S. Labrot*

Essie S. Labrot  
Town Clerk/Council Clerk

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